

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
COUNCIL MINUTES – November 2, 2020
ELECTRONIC MEETING PARTICIPATION – LIVE STREAM TO YOUTUBE**

Present: Mayor Kurtis Smith, Deputy Mayor Mary Ann Hendrikx, Councillor Mike Brodie, and Councillor Betty Ann MacKinnon

Absent: Councillor Sue Clarke

Also Present: Township Manager Morgan Calvert, Moderator for the meeting Greg Marles, Clerk/Acting Treasurer Jennifer Turk, Chief Building Official Shannon Black, Fire Chief Arend Noordhof, Drainage Superintendent Andrew Neely, and Drainage Engineer Mike DeVos

Call to Order

At 7:00 pm, Mayor Kurtis Smith called the meeting to order.

Declaration of Pecuniary Interest and General Nature Thereof

The Municipal Conflict of Interest Act requires any member of Council to declare a pecuniary interest and the general nature thereof; and where the interest of a member of Council has not been disclosed by reason of the member's absence from a meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

None

Minutes

**MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Hendrikx
Resolved that the minutes of the October 19, 2020 Virtual Regular Council meeting, October 20, 2020 Virtual Planning meeting, and October 22, 2020 Virtual Special meeting be approved and circulated. CARRIED.**

Delegations and Timed Events

Property Standards Committee

**MOVED by Councillor Brodie
SECONDED by Councillor MacKinnon
Resolved that Council convene as the Property Standards Committee for the purpose of hearing Property Standards Appeal for 27748 Kerwood Road, be opened at 7:02 PM. Carried.**

Property owner Alex Clarke was unable to attend the meeting due to personal reasons. Clerk/Acting Treasurer Jennifer Turk provided the Committee with a verbal background on the property as a complaint was received about the condition of the house in October 2019. The property owner at that time was granted an extension from the Property Standards Committee to June 1, 2020. The property was sold in April/May 2020, and the new property owner requested an extension to November 1, 2020. The current property owner filed for a consent, which was approved by the Committee of Adjustment October 20, 2020. A Minor Variance application is forth coming to the December 21, 2020 Planning Meeting.

Clerk/Acting Treasurer Jennifer Turk advised the committee that the property owner had requested an extension to demolish the house at 27748 Kerwood Road to May 1, 2021.

MOVED by Councillor Brodie

SECONDED by Councillor MacKinnon

Resolved that the Property Standards Committee accept the extension date request from Mr. Alex Clarke at 27748 Kerwood Road and that the extension date be granted of May 1, 2021. CARRIED.

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that the Property Standards Committee Meeting be closed at 7:04 PM and Council reconvene in regular session. CARRIED.

Drainage Consideration Public Meeting

Knip-Ball Drain 2020

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that the Drainage Consideration Meeting to review the Engineer's Report for the Knip-Ball Drain 2020 be opened at 7:05 PM. CARRIED.

Drainage Superintendent Andrew Neely and Drainage Engineer Mike DeVos was in attendance for the Consideration Meeting.

Property owners assessed on the drain in attendance were:

- David Ball
- Tom Verkley

The Drainage Engineer reviewed the Engineer's report with Council and the property owners in attendance.

Mayor Smith asked if either of the property owners assessed on the drain had any concerns with the report as presented by the Drainage Engineer.

Dave Ball inquired about the berm proposed to be constructed. Tom Verkley inquired about the berm, and catch basin proposed to be constructed into the ditch. Both property owners were satisfied with the proposal.

Dave Ball noted that on Schedule 'A', the legal description was incorrect and advised if this could be amended to reflect Con 1 SER, West Quarter Lot 8.

Tom Verkley inquired when the construction would commence. Drainage Engineer Mike DeVos advised construction would most likely occur in 2021, however unknown as project requires to be tendered.

Council had no comments regarding the Engineer Report.

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that the Engineer's Report dated May 11, 2020 for the repair to the Knip-Ball Drain 2020 be considered and adopted as presented by the Drainage Engineer. CARRIED.

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that the Drainage Consideration Meeting to review the Engineer's Report for the Knip-Ball Drain 2020 be closed at 7:18 PM. CARRIED.

Mayor Smith thanked the property owners for their attendance and thanked Drainage Superintendent Andrew Neely and Drainage Engineer Mike DeVos for their time.

Councillor MacKinnon inquired about the first and second reading of the provisional by-law for the Knip-Ball Drain 2020. Clerk/Acting Treasurer Jennifer Turk advised Council that the by-law would come forward to the November 16, 2020 Council meeting.

Correspondence

A. Upcoming Conferences/Seminars/Meetings

- 1) Regular Council & Planning Meeting - Monday, November 16, 2020
- 2) Regular Council Meeting - Monday, December 7, 2020
- 3) Regular Council & Planning - Meeting - Monday, December 21, 2020

B. Recommended Reading

- 1) CC-1 ABCA - Proposed 2021 Budget and Municipal Levies

Mayor Smith noted a slight decrease in the proposed budget for 2021. Deputy Mayor Hendrikx noted Adelaide Metcalfe will experience a decrease compared to other municipalities around Adelaide Metcalfe.

Mayor Smith asked Ausable Bayfield Conservation Authority and St. Clair Region Conservation Authority representatives to attend a future Council meeting to review 2021 proposed budget as well to provide any updates that may be available.

- 2) CC-2 SCRCA 2020 September Meeting Highlights
- 3) CC-3 BRA - October 2020 Notes
- 4) CC-4 AMO - Blue Box - Draft Transition Schedule
CC-4 BRA - Draft Bluebox Regulations Proposed
- 5) CC-5 Enbridge - OEB - Notice of Application
- 6) CC-6 Ministry of the Solicitor General - Court Security and Prisoner
Transportation Program Review
- 7) CC-7 Swift News - October 2020
- 8) CC-8 Community Futures Middlesex - October 2020
- 9) CC-9 ROMA - Insider - October 2020
- 10) CC-10 SCRCA - Proposed 2021 Budget

Councillor MacKinnon noted that Ausable Bayfield Conservation Authority has 30% of the Township within it's watershed, that's why St. Clair Region Conservation Authority's levy is higher compared to Ausable Bayfield Conservation Authority.

- 11) CC-11 2021 OMPF - Letter to Heads of Council

C. Action Required

- 1) CC-12 - Resolution - Township of Oro-Medonte - Declare Snow sports
Essential in Stage 2

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council support the resolution from Township of Oro-Medonte regarding declaring snow sports essential in Stage 2. CARRIED.

- 2) CC-13 Resolution - Northumberland County - Review Municipal Election
Act - Election Fraud Reporting and Enforcement

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that Council support the resolution Northumberland County regarding reviewing the Municipal Election Act for the purposes of election fraud reporting and enforcement. CARRIED.

- 3) CC-14 Resolution - Northumberland County - Unauthorized Car Rally

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that Council receive and file Correspondence Items CC-1 to CC-11, and CC-14. CARRIED.

Staff Reports

Fire Chief Noordhof presented his report to Council.

- 1) FC-1 Naloxone Agreement - Renewal
FC-1 Community Partner Memorandum of Understanding for Naloxone Template for Eligible Community Organizations

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that Council receive the Memorandum of Understanding with Middlesex-London Health Unit Staff Report for naloxone distribution as presented by the Fire Chief. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that Council approve the Memorandum of Understanding Agreement with Middlesex-London Health Unit for naloxone distribution and that the Mayor and Clerk be authorized to sign the said agreement and by-law. CARRIED.

Public Works Manager Coulter Cahill was not in attendance to present his report. Clerk/Acting Treasurer Jennifer Turk presented his report on his behalf.

- 2) PWM-1 Winter Maintenance Staff Report - Tender Results
PWM-1 Winter Maintenance Tender – Results

MOVED by Councillor Brodie

SECONDED by Councillor MacKinnon

Resolved that Council receive the Winter Maintenance Tender and Quote Staff Report as presented by the Clerk/Acting Treasurer for the Public Works Manager. CARRIED.

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that Council accept the Request for Quote from Brad's Lawn Care at the cost of \$350.00 plus HST per event for the Kerwood Fire Hall parking lot; \$300.00 plus HST per event for the Kerwood Sidewalks; and \$250.00 plus HST per event for Napperton/Pike Area sidewalks, subject to the submission of proof of insurance, hold harmless agreement and WSIB certificate, as recommended by the Public Works Manager. CARRIED.

Clerk/Acting Treasurer Jennifer Turk presented her reports to Council.

- 3) C-1 AMP It Up 1.0 Refresh - Update

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that Council receive the Grant-AMP It Up 1.0 Refresh – Update as presented by the Clerk/Acting Treasurer. CARRIED.

- 4) C-2 Credit Card Policy - Amendment
C-2 Credit Card Policy - Amended Policy

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council receive the Credit Card Policy – Update Staff Report as presented by the Clerk/Acting Treasurer. CARRIED.

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that Council approve the amendments to the Credit Card Policy, and that a copy of the amended policy be distributed to all credit card holders for review and implementation. CARRIED.

- 5) C-3 Accounts Payable Oct 14 to Oct 26 Staff Report
C-3 Accounts Payable Oct 14 to Oct 26 2020 Listing

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that Council receive the Invoice Payment Approval Report as presented by the Clerk/Acting Treasurer and that Council approve the accounts listing for October 14 to October 26, 2020 in the amount of \$686,205.32. CARRIED.

Other Business

OGRA/ROMA Conferences 2021

Deputy Mayor Hendrikx advised that she was interested in attending the ROMA Conference for 2021.

Closed Session

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that Council hold a Closed Session meeting as provided for as per Section 239 (2) of the Municipal Act, 2001, as amended:

(a) the security of the property of the municipality or local board;

(b) personal matters about an identifiable individual, including municipal or local board employees;

(c) a proposed or pending acquisition or disposition of land by the municipality or local board;

(d) labour relations or employee negotiations;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose at 7:39 PM. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that the Closed Session be adjourned at 8:54 PM, and Council reconvene in Open Session. CARRIED.

Rise and Report

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that Council direct Staff to proceed as directed in Closed Session. CARRIED.

By-laws

MOVED by Councillor Brodie

SECONDED by Councillor MacKinnon

Resolved that all three (3) readings be given to:

By-law No 64 of 2020 – Robotham Drain Debenture

By-law No 65 of 2020 – MLHU Naloxone MOU Agreement

By-law No 66 of 2020 – Fire Inspection Fire Investigation Services Agreement

By-law No 67 of 2020 – Appoint Fire Prevention Officer

By-law No 68 of 2020 – Municipal Enforcement Unit – By-law Enforcement Services Agreement

By-law No 69 of 2020 – Confirm Council Proceedings

And that the by-law be signed by the Mayor and Clerk and have the corporate seal attached. CARRIED.

Adjournment


MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that the meeting be adjourned at 8:57 PM. CARRIED.



Kurtis Smith, Mayor



Jennifer Turk, Clerk/Acting Treasurer